

## **Profile of the Institution**

### **1. Degree and Certificate Programs**

**Table II H.1  
Active Degree Programs: Fall 2008**

#### **Associates of Arts (A.A.)**

Communication  
Criminal Justice  
Early Childhood Education  
English  
Humanities  
Musical Studies  
Psychology  
Sociology  
Teacher Education  
Theater

#### **Associate in Applied Science (A.A.S.)**

Accounting  
Information Technology  
    *Business Technology*  
    *Network Administration*  
    *User Support Services*  
    *Web Technology*  
Criminal Justice  
    *Corrections Option*  
Early Childhood Education  
Electronic Engineering Technology  
Energy Utility Technology  
Fire Science  
Health Information Technology  
Nurse Education\*  
    *LPN Mobility*  
Office Administration  
Radiography  
Technical Studies

#### **Associate of Science (A.S.)**

Applied Computer Science  
Business Administration  
    *Accounting/Finance*  
    *Hospitality Management*  
    *Information Technology*  
    *Management/Marketing*  
    *International Business*  
    *Professional Sales*  
    *Public Administration*  
Health Science  
Human Services  
    *Addiction*  
    *Gerontology*  
Liberal Arts/Science  
    *Biotechnology*  
    *Engineering Science*  
    *Exercise Science*  
    *Pre-Professional Scientific*  
Mathematics

**Credit Certificate (30 Credits or More)**

Corrections  
Criminal Justice  
Fire Science  
Human Service Specialist  
Information Technology  
    *Network Administration*  
    *User Support Service*  
    *Web Technology*  
Legal Administration Assistant  
Medical Coding  
Medical Transcription  
Word Processing Specialist  
General Studies

**Certificate of Achievement**

AutoCAD Drafting  
Child Development Associate  
Computerized Accounting  
Cyber Security & Computer Forensics  
E-Commerce  
Emergency Management  
Fitness Specialist  
Graphic Design & Digital Media  
Microcomputer Software Specialist  
Network Administration  
PC Basic Skills  
Sales Associate

**Special Training Program (Non-credit)**

Medical Assistant Program  
Culinary Arts  
Nurse's Aide  
Patient Care Associate

## 2. Continuing Education Programs

Table II H.2

Non-Credit Courses	
12 Steps To A Suc. Job Search	Customer Service & Sales
Abnormal Psychology	Customer Service Fundamentals
Access	Digital Photography Output
Accounting Basics (online)	Discharge Planning
Accuplacer English Refresher Course	Discover Digital Photography
Accuplacer Math Refresher Course	Effective Selling
ACHE Annual Conference 2008	E-Mail
Administrative Assistant Fundamentals	EMT Basic
Advanced Incident Command Level I-400	Emt Core 13
Basic A+ Certification Preparatopm	English As A Second Language (ESL) FOR
Basic and Adv. Extrication	Enhancing Lang Development in Childhood
Basic Baking	Excel I & II Package
Basic Computer Literacy	Fire Fighter One
Basic Trauma Life Support	Fire Fighter Two
Become a Physical Therapy Aid	Fire Inspector
Becoming a Grant Writing Consultant	Food Service Preparation
Beginning Writers Workshop	Fund. of Supervision and Mgmt
Behavior Modification	Fundamentals of Accounting II
Business Special Computer Pkg	Fundamentals of Human Resource Mgmt.
C E Alt Rte to Teaching Phase II	Gcc Alternater Route to Teaching New Pat
C E Alternate Route to Teaching New Path	Ged Retest
Cert. in G & D Through the Lifespan	GED Test Prep
Certificate in Gerontology	GED Test Preparation Class
Civics Education/Naturalization Prep	GED Test Preparation --Math only
Comm. and Listening Skills	GED Testing
Computer Skills for Workplace on Line	GMAT Test Preparation
Confined Space Awareness Emt	Grad Credit Alternate Route Phase II
Confined Space Operations	Grammar for Esl Online
Counseling Techniques (CADC Program) Cert.	Grammar Refresher Online
CPR Recertification	GRE Preparation Course 1
CPR Training	Hazardous Materials Awareness Level 1
Creating Web Pages on Line	Heavy Rescue Technician
Creating Your Own Non-profit	HIPAA Compliance
Creative Classroom	Hospitality Job Skills Program
Criminal Justice and Urban Planning	Human Resource Management Certificate

### Non-Credit Courses Contd...

ICS 400	Ms Word in the Classroom
Incident Comm. Lev I-100, I-200, Ims 700	Ms Word Part 3
Incident Command Level I-200	Notary Public Education
Incident Command Level I-300	Oracle--Introduction to PL/SQL
Industry Center Training Project	Oral Communication
Instant Italian	Paralegal Prep 1
Intensive Math Class	Paramedic Assistant Emt Ceu Program
Intermediate Access Online	Patient Care Associate
Intermediate Excel	Personal Watercraft And Boating Safety
Intro to Braille Transcription	Pharmacy Technician
Intro to CSS and XHTML	Prepare For The Ged Math Test
Intro to Dreamweaver	Pre-Release And Trans. Serv.
Intro to Excel on Line	Project Learn
Intro to M S Access on Line	Project Management Fundamentals
Intro to Microsoft Excel on Line	SAT Preparation
Intro to MS Project 2007	Serve Safe Course
Intro to Networking	Solving Classroom Discipline Problems
Intro to NonProfit Management	Speed Spanish
Intro to Photoshop 7 on Line	Speed Spanish
Intro to PHP and MySQL	Start Your Own Business
Intro to Spirituality, Health and Healing	Substitute Teacher Certification Training
Intro to SQL	Surfing The Internet
Intro to Windows Vista	Survival Kit for New Teachers
Intro to Word on Line	Teacher Evaluation
Introduction to Algebra	The Business Plan
Introduction To Human Services (HS 101)	Using Microsoft Windows
Introduction to Microsoft Powerpoint2002	Weapons of Mass Destruction
Introduction To Powerpoint (WINDOWS)	Word 2007
Introduction to Psychology	Word I & II Package
Introduction To Quickbooks	Working with Disabled Students
Introduction to Stocks	Writing Effective Grant Proposals
Job Search Tools & Techniques	Writing for Esl
Keyboarding - Key	Written Communications
Kitchen Management	Ms Word in the Classroom
Leadership	Ms Word Part 3
Mastery of Business Fund.	Notary Public Education
Medical Coding	Oracle--Introduction To PL/SQL
Medical Coding/Billing Career Certi Prog	Oral Communication
Medical Terminology	Paralegal Prep 1
Merrill Ream Speed Reading	Paramedic Assistant Emt Ceu Program